Travel & Expense Account Transmittal Sheet

After Approval, Mail Receipts To

Dept of Technology SVC P.O. Box 1810 Rancho Cordova, CA 95741-1810



Employee Name Expense Dates

AGARWAL, PRADEEP 04/01/09-04/23/09

Total Expense Amount Amount Due Employee 143.25 143.25

Form ID

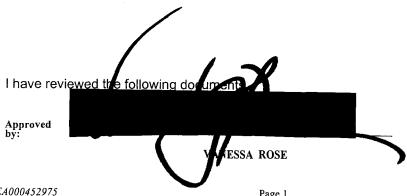
TEA000452975

DIRECTIONS FOR SUBMISSION

1. Attach the following receipts, and other appropriate documentation to this Transmittal Sheet.

| | Date | Expense Item | Amount | If not submitted - Explain |
|----|-------|---------------------|--------|----------------------------|
| 1) | 04/06 | Parking, Auto | 13.75 | |
| 2) | 04/07 | Parking, Auto | 18.00 | |
| 3) | 04/15 | Parking, Auto | 10.50 | |
| 4) | 04/16 | Parking, Auto | 18.00 | |
| 5) | 04/17 | Parking, Auto | 18.00 | |
| 6) | 04/20 | Parking, Auto | 15.00 | |
| 7) | 04/21 | Parking, Auto | 15.00 | |
| | | | | |

2. Forward Transmittal Sheet and attached documentation through your approval process.



Ref: TEA000452975

Page 1

Printed on 05/28/09

Travel & Expense Account Summary

Employee Name

Report Name

PRADEEP AGARWAL

Expense Dates

04/01/09-04/23/09

100/April 09/Parking

Request Total \$

143.25

Direct Charge Total -

0.00

Travel Advances -

Net Due Employee =

143.25

| Trip Totals | | |
|-----------------------|--------------|--------------|
| Trip/Expense Category | Trip Name | Total Amount |
| Non-Travel Expenses | Parking Fees | 143.25 |

NOTE: (d)=Direct Charge

| DATE | Wed Apr 1 | Mon Apr 6 | Mon Apr 6 | Tue Apr 7 | Thu Apr 9 | Thu Apr 9 | Thu Apr 9 | Tue Apr 14 | Wed Apr 15 | TOTAL |
|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|--------|
| Parking, Auto | 2.50 | 13.75 | 6.00 | 18.00 | 2.50 | 6.00 | 2.00 | 3.00 | 10.50 | 143.25 |
| TOTALS \$ | 2.50 | 13.75 | 6.00 | 18.00 | 2.50 | 6,00 | 2.00 | 3.00 | 10.50 | 143.25 |

| DATE | Thu Apr 16 | Fri Apr 17 | Mon Apr 20 | Mon Apr 20 | Mon Apr 20 | Tue Apr 21 | Tue Apr 21 | Thu Apr 23 | TOTAL |
|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------|
| Parking, Auto | 18.00 | 18.00 | 15.00 | 1.50 | 2.00 | 15.00 | 7.50 | 2.00 | 143.25 |
| TOTALS \$ | 18.00 | 18.00 | 15.00 | 1.50 | 2.00 | 15,00 | 7,50 | 2.00 | 143.25 |

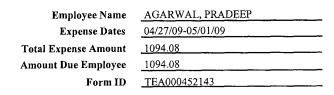
Travel & Expense Account Summary & Detail

| Trip/Expense Category | Trip Name | Date | Expense Item | Amount | Payment Type |
|-----------------------|--------------|----------|---------------|--------|--------------|
| Non-Travel Expenses | Parking Fees | 04/01/09 | Parking, Auto | 2.50 | Cash |
| Non-Travel Expenses | Parking Fees | 04/06/09 | Parking, Auto | 13.75 | Cash |
| Non-Travel Expenses | Parking Fees | 04/06/09 | Parking, Auto | 6.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/07/09 | Parking, Auto | 18.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/09/09 | Parking, Auto | 2.50 | Cash |
| Non-Travel Expenses | Parking Fees | 04/09/09 | Parking, Auto | 6.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/09/09 | Parking, Auto | 2.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/14/09 | Parking, Auto | 3.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/15/09 | Parking, Auto | 10.50 | Cash |
| Non-Travel Expenses | Parking Fees | 04/16/09 | Parking, Auto | 18.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/17/09 | Parking, Auto | 18.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/20/09 | Parking, Auto | 15.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/20/09 | Parking, Auto | 1.50 | Cash |
| Non-Travel Expenses | Parking Fees | 04/20/09 | Parking, Auto | 2.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/21/09 | Parking, Auto | 15.00 | Cash |
| Non-Travel Expenses | Parking Fees | 04/21/09 | Parking, Auto | 7.50 | Cash |
| Non-Travel Expenses | Parking Fees | 04/23/09 | Parking, Auto | 2.00 | Cash |

Travel & Expense Account Transmittal Sheet

After Approval, Mail Receipts To

Dept of Technology SVC
P.O. Box 1810
Rancho Cordova,CA 95741-1810



DIRECTIONS FOR SUBMISSION

1. Attach the following receipts, and other appropriate documentation to this Transmittal Sheet.

| | Date | Expense Item | Amount | If not submitted - Explain |
|-----|-------|-------------------|--------|----------------------------|
| 1) | 04/27 | O/S Parking, Auto | 13.00 | |
| 2) | 04/27 | O/S Taxi Fare | 41.00 | |
| 3) | 04/28 | O/S Parking, Auto | 13.00 | |
| 4) | 04/28 | O/S Incidentals | 6.00 | |
| 5) | 04/29 | O/S Parking, Auto | 13.00 | |
| 6) | 04/29 | O/S Incidentals | 6.00 | |
| 7) | 04/30 | O/S Parking, Auto | 13.00 | |
| 8) | 04/30 | O/S Incidentals | 6.00 | |
| 9) | 05/01 | O/S Parking, Auto | 13.00 | |
| 10) | 05/01 | O/S Lodging | 858.08 | |
| 11) | 05/01 | O/S Incidentals | 6.00 | |
| 12) | 05/01 | O/S Taxi Fare | 40.00 | |

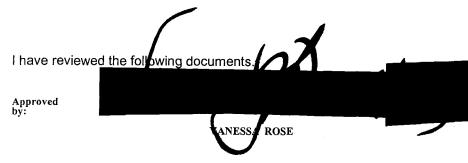
2. Forward Transmittal Sheet and attached documentation through your approval process.

| CL | AIM EXCEPTION(S) | | |
|-----|------------------|--|----------|
| | Item | Exception | Response |
| 1). | #A6 DPA required | Document of Prior Approval required for Out of State Travel. | Yes |

Travel & Expense Account Transmittal Sheet

| TF | RIP EXCEPTION(S) | | |
|----|------------------|--|----------|
| | Item | Exception | Response |
| 1) | 5:3b | Was prior approval granted for your attendance at the conference/convention? | Yes |

| EX | (PENSE EXCEPTION(S) | | |
|----|---------------------|--|----------------------------------|
| | Expense Rule | Exception | Response |
| 1) | 20:8 | O/S Breakfast was claimed where the start time of the trip was after 0600. Please explain. | Employee was at airport at 0600. |



Ref: TEA000452143

Page 2

Printed on 05/28/09

Travel & Expense Account Summary

Employee Name

PRADEEP AGARWAL

Expense Dates

04/27/09-05/01/09

Report Name

100/April 09/OST NASCIO

Request Total \$

1094.08

Direct Charge Total -

0.00

Travel Advances -

0.00

Net Due Employee =

1094.08

| Trip Totals | | |
|---|-----------|--------------|
| Trip/Expense Category | Trip Name | Total Amount |
| Non-State Sponsored Conference/Convention | NASCIO | 1094.08 |

NOTE: (d)=Direct Charge

| DATE | Mon Apr 27 | Tue Apr 28 | Wed Apr 29 | Thu Apr 30 | Fri May 1 | | | TOTAL |
|-----------------------|---------------|---------------|---------------|---------------|--------------|---|--|---------|
| Q/ S Parking, Auto | 13.00 | 13.00 | 13.00 | 13.00 | 13.00 | | | 65.00 |
| O/S Breakfast | 6.00 | 6.00 | | | · | | | 12.00 |
| O/S Taxi Fare | 41.00 | | | | 40.00 | | | 81.00 |
| O/S Dinner | | 18.00 | 18.00 | 18.00 | _ | : | | 54.00 |
| O/S Incidentals | | 6.00 | 6.00 | 6.00 | 6.00 | | | 24.00 |
| O/S Lodging | | | | | 858.08 | | | 858.08 |
| TOTALS \$ | 60.00 | 43.00 | 37.00 | 37.00 | 917.08 | | | 1094.08 |

Travel & Expense Account Summary & Detail

| Trip/Expense Category | Trip Name | Date | Expense Item | Amount | Payment Type |
|-----------------------|-----------|----------|-------------------|--------|--------------|
| Non-State Sponsored | NASCIO | 04/27/09 | O/S Parking, Auto | 13.00 | Cash |
| Non-State Sponsored | NASCIO | 04/27/09 | O/S Breakfast | 6.00 | Cash |
| Non-State Sponsored | NASCIO | 04/27/09 | O/S Taxi Fare | 41.00 | Cash |
| Non-State Sponsored | NASCIO | 04/28/09 | O/S Breakfast | 6.00 | Cash |
| Non-State Sponsored | NASCIO | 04/28/09 | O/S Dinner | 18.00 | Cash |
| Non-State Sponsored | NASCIO | 04/28/09 | O/S Parking, Auto | 13.00 | Cash |
| Non-State Sponsored | NASCIO | 04/28/09 | O/S Incidentals | 6.00 | Cash |
| Non-State Sponsored | NASCIO | 04/29/09 | O/S Dinner | 18.00 | Cash |
| Non-State Sponsored | NASCIO | 04/29/09 | O/S Parking, Auto | 13.00 | Cash |
| Non-State Sponsored | NASCIO | 04/29/09 | O/S Incidentals | 6.00 | Cash |
| Non-State Sponsored | NASCIO | 04/30/09 | O/S Dinner | 18.00 | Cash |
| Non-State Sponsored | NASCIO | 04/30/09 | O/S Parking, Auto | 13.00 | Cash |
| Non-State Sponsored | NASCIO | 04/30/09 | O/S Incidentals | 6.00 | Cash |
| Non-State Sponsored | NASCIO | 05/01/09 | O/S Parking, Auto | 13.00 | Cash |
| Non-State Sponsored | NASCIO | 05/01/09 | O/S Lodging | 858.08 | Cash |
| Non-State Sponsored | NASCIO | 05/01/09 | O/S Incidentals | 6.00 | Cash |
| Non-State Sponsored | NASCIO | 05/01/09 | O/S Taxi Fare | 40.00 | Cash |